



HeronBridge

COLLEGE

Educating young South Africans with Heart

HeronBridge College

Co-curricular Policy

2018

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1. HBC Values

- 1.1. How we play/participate must define us
- 1.2. Excellence
- 1.3. Fairness
- 1.4. Integrity
- 1.5. Value of participation
- 1.6. Best we can be without compromising who we are
- 1.7. Developing each child to their full potential
- 1.8. Help foster and develop personal growth and a healthy balanced life-style.
- 1.9. A culture where personal achievement and team performances are valued and recognised as important.
- 1.10. Sportsmanship, to reflect 'strength of character' as it is a highly valued personal trait and is in line with our school motto 'Ad Integritatum'.
- 1.11. Players accept responsibility for their decisions and performance on and off the 'field of play'.

2. Vision Statement

HeronBridge College aims to build better sports/cultural men and women by implementing an effective co-curricular programme.

We envisage an effective co-curricular programme that is:

- 2.1. holistic in approach
- 2.2. cohesive
- 2.3. inclusive of all
- 2.4. producing excellent sports/cultural men and women
- 2.5. proud of our achievements and character of our pupils

3. Mission Statement

Supporting and strengthening an effective co-curricular programme

We will provide leadership in sport/cultural by:

- 3.1. committing resources
- 3.2. working in partnerships
- 3.3. encouraging a high performance attitude
- 3.4. achieving excellence

4. Operating Principles and Values

The Co-curricular Department is committed to:

- 4.1. fostering a strong and vibrant programme
- 4.2. promoting the importance and value of active participation in an effective co-curricular programme

- 4.3. working in partnership and consulting with all sporting codes and the college community, to achieve our corporate objectives
- 4.4. adopting a proactive leadership role to promote and support a variety of co-curricular codes
- 4.5. being accountable for achieving measurable result.
- 4.6. gaining commitment from our coaches and officials, as it plays a pivotal role in the management of an optimal Co-Curricular program.

5. Captain Selection Policy

5.1. Process of voting

- 5.1.1. Secret ballot, on the official captain selection document.
- 5.1.2. Only 1st team players may vote.
 - 5.1.2.1. In the case of only one team (Athletics and OWS) only Grade 10 – 12 may vote).
- 5.1.3. The person selected must play in the 1st team.
- 5.1.4. Voting to be done in 1st 2 weeks of the season.
- 5.1.5. Results to be kept secret until approved by the Headmaster.
- 5.1.6. Captains will be announced in Assembly.

5.2. Criteria and Job description of Captains:

- 5.2.1. The captain must take an interest in all teams.
- 5.2.2. The captain must be a positive leader at all times.
- 5.2.3. The captain must be committed to the activity.
- 5.2.4. The captain must be organised as there will be an administrative role required.
- 5.2.5. The captain must be respected by peers.

6. Co-Curricular Code of Conduct

6.1. Objective of this code of conduct

The aim of this code of conduct is to create and maintain an element of positive communication between all role players and to protect the different stakeholders involved with HeronBridge Co-Curricular and is applicable to both match and practice situations.

6.2. This Code of Conduct is designed to:

- 6.2.1. Maintain the element of enjoyment in the co-curricular activity;
- 6.2.2. Encourage all learners to participate in co-curricular activities in order to promote healthy living;
- 6.2.3. Make parents aware that children participate in co-curricular activities for the enjoyment of the child concerned;
- 6.2.4. Improve the confidence, psychological wellbeing and physical fitness of our children by making co-curricular attractive, safe and enjoyable for everyone;
- 6.2.5. Remind administrators, coaches, referees, umpires and parents that co-curricular must be administered, taught and provided for the good of those children who wish to participate in the different co-curricular codes offered at HeronBridge College;
- 6.2.6. Keep in perspective that the abovementioned goals, as well as learners' personal development and growth in understanding teamwork, are more important than winning any one match/game;
- 6.2.7. Protect players, coaches, teachers and parents from any form of abuse.

6.3. The Coach

Educators and Coaches are expected to:

- 6.3.1. Set a good example to their players by being correctly dressed, professional, punctual and prepared at all times (i.e. planning each practice and drawing up weekly match schedules for distribution to each player);
- 6.3.2. Take responsibility for the behaviour of his/her team and its supporters;
- 6.3.3. Teach the players the laws or rules of their co-curricular activity;
- 6.3.4. Teach and encourage the players to develop and improve the skills required to play and enjoy their chosen co-curricular activity;
- 6.3.5. Ensure that wherever reasonably possible all players will get a fair opportunity to participate in a team;
- 6.3.6. Ensure that team selections are transparent and fair to all players;
- 6.3.7. Ensure that all players are well prepared for matches (i.e. know their positions, the rules, wear the correct uniform);
- 6.3.8. Assess players and their ability levels on a regular and on-going basis;
- 6.3.9. Keep a record of their team's members attendance, results and progress;
- 6.3.10. Create opportunities to teach sportsmanship and ensure that the principle of good sportsmanship is instilled in our players;
- 6.3.11. Never ridicule or yell at players for making mistakes or losing a game;
- 6.3.12. Refrain from using inappropriate language;
- 6.3.13. Develop the players' respect for their own team members, for opponents, as well as for the referees, umpires and opposition coaches;
- 6.3.14. Be generous with praise and provide constructive and positive criticism;
- 6.3.15. Insist on fair play, and never to tolerate gloating, foul play, fighting, or foul language;
- 6.3.16. Insist on a disciplined approach by all players;
- 6.3.17. Be reasonable in demands on the young players' time, energy and enthusiasm;
- 6.3.18. Act with sensitivity when relegating any player to a lower team and to provide the player with a reason for his or her decision;
- 6.3.19. Make a personal commitment to keep updated on the latest coaching principles.

6.4. The Players

A HeronBridge College Sportsman / Sportswoman is expected to:

- 6.4.1. At all times demonstrate good sportsmanship and have respect for the opposition;
- 6.4.2. Attend all practices and matches - players may only be excused by means of a letter from parents;
- 6.4.3. Be punctual and show commitment to his/her fellow team members – this would include completing the season (unless there is good reason for not doing so);
- 6.4.4. Wear the correct uniform to practices and matches and be neatly attired at all times;
- 6.4.5. Take care of all school co-curricular activity equipment and assist coaches in putting equipment away after a practice/match;
- 6.4.6. Never to leave litter lying around after any co-curricular match or practice;
- 6.4.7. Learn the rules and laws of the co-curricular activity;
- 6.4.8. Accept the decision of the match official without question;
- 6.4.9. Respect opponents, fellow team mates and match officials, regardless of results or negative decisions;
- 6.4.10. Respect and cooperate with the coach as well as opposition coaches;

- 6.4.11. Be a team player – showing loyalty and support by remaining at the fixture until the end of the event;
- 6.4.12. Maintain the school's reputation for fair play. Foul play or unsporting conduct will be regarded in a very serious light and referred to the Head of Co-curricular who shall determine whether the matter shall be referred (if necessary) to the Head of Discipline at HeronBridge College and/or the Headmaster;
- 6.4.13. Control his / her behaviour on and off the field, court, pitch etc;
- 6.4.14. Refrain from using any foul or offensive language and refrain from sledging;
- 6.4.15. Refrain from boastful or arrogant behaviour and applaud good play.
- 6.4.16. Do their school proud – go HeronBridge!

6.5. The Match Official

The Referee/Umpire is expected to:

- 6.5.1. Ensure that “over-refereeing” the match/game does not detract from the spirit of the game;
- 6.5.2. Be intolerant of foul/dangerous play, bad sportsmanship or unacceptable language;
- 6.5.3. Ensure and encourage fair play at all times;
- 6.5.4. Set an example by ensuring that both on and off the field his/her behaviour is consistent with the principles of good sportsmanship;
- 6.5.5. Compliment both teams on their good play whenever such praise is deserved;
- 6.5.6. Make a personal commitment to keep themselves informed on sound refereeing/umpiring laws or rules and principles;
- 6.5.7. Encourage the growth and development of our children as exemplary sportsmen and sportswomen;
- 6.5.8. Be willing to accept positive criticism;
- 6.5.9. Supervise the “toss” at the commencement of a game or match;
- 6.5.10. Not unnecessarily engage with spectators during a match or game.
- 6.5.11. Do not use cellphones whilst umpiring / refereeing a match.

6.6. The Parents / Spectators

Parents and spectators at co-curricular events are expected to:

- 6.6.1. Understand that school co-curricular activity is not about “winning at all cost”, and to recognize the values instilled by their child's participation and the opportunities it provides for social interaction, fun and competition;
- 6.6.2. Help explain the need for the selection of A and B teams in co-curricular activity, and encourage their children to strive to do their best to either make a higher team, or do their best if they are in the A team (please see the section on team selection).
- 6.6.3. Remember that your child is involved in the co-curricular activity of his choice for their own enjoyment;
- 6.6.4. Encourage your child to learn the rules/laws of their co-curricular activity;
- 6.6.5. Ensure that your child owns and wears the correct uniform to their co-curricular activity;
- 6.6.6. Teach your child the value of sportsmanship and fair play;
- 6.6.7. Never ridicule or berate your child or anyone for making a mistake or losing a game;
- 6.6.8. Remember that young people learn by example. Applaud good play and reserve

- your judgment on poor play;
- 6.6.9. Never publicly question a coach's, referee's or umpire's judgment or honesty;
 - 6.6.10. Never use offensive language, or threaten players, coaches, referees, umpires or other spectators;
 - 6.6.11. Respect the role of the coach or match official and recognize their authority on the field;
 - 6.6.12. Respect the coach's decision in making team selection decisions and understand that it is the coach's right to select whom he/she believes to be the most appropriate team in the circumstances;
 - 6.6.13. Respect the opposition players and coaches;
 - 6.6.14. Recognize the value of our coaches, be they teachers or university students. They give of their time and resources to facilitate a superior co-curricular program;
 - 6.6.15. Play an active role in encouraging and supporting your child in their sporting choices;
 - 6.6.16. Ensure that players are collected timeously after each co-curricular activity. Failure to do so can inconvenience educators and coaches;
 - 6.6.17. Be realistic in your expectations of your child's ability and skills level, which will develop with encouragement and positive reinforcement;
 - 6.6.18. Communicate any concerns or issues through the correct channels, in the first instance to the coach/co-curricular liaison charged with the oversight of the team in question (with a request, if applicable, that the matter be brought to the attention of the Head of Co-curricular) or where the matter is sufficiently serious in nature, the matter may be referred by a parent directly to the Head of Co-curricular who shall determine whether the matter shall be referred (if necessary) to the Head of Discipline at HeronBridge and/or the Head of the College;
 - 6.6.19. Any parent or other person responsible for the welfare of any player who wishes to communicate any concern to a coach/co-curricular liaison shall ensure that such approach is made
 - (i) in accordance with the standard of conduct expected of parents or guardians, and in a civil manner and tone;
 - (ii) by making a prior appointment with the relevant coach/co-curricular liaison to discuss the matter arising during a mutually convenient time and place to all concerned;
 - (iii) in such a manner so as not to be overheard by others; and
 - (iv) with a positive objective in mind (e.g. to prevent injury or correcting unacceptable behaviour) and not solely for the purposes of venting anger.

6.7. Prohibited Acts And School Sanction

- 6.7.1. In the event that any parent, spectator, coach or match official:
 - i. Initiates a fight or any type of other physical or verbal abuse or intimidation; threatens any form of physical abuse toward any player, coach, spectator or match official (whether from HeronBridge or otherwise);
 - ii. Enters the field of play for the purpose of physically or verbally abusing or confronting any player, coach or match official;
 - iii. Conducts himself or herself in such a manner that materially brings the good name of HeronBridge College into disrepute; then such conduct which falls foul of the principles set out in sections above should in the first instance be brought to the attention of both the Deputy Head responsible for discipline

and the Head of Co-curricular, who shall be entitled to make such further investigations into the alleged incident and to receive such written or oral representations regarding the alleged incident as may be deemed appropriate in the circumstances.

- 6.7.2. Any person who is alleged to have contravened the principles set out in the sections above will be given the opportunity to present his or her position in relation to the alleged incident to the Deputy Head responsible for discipline and the Head of Co-curricular within a period of 7 days after being requested or invited to do so. If, after such representations (if any) have been made, the Deputy Head responsible for discipline and the Head of Co-curricular are of the opinion that further sanction is required or warranted, they shall be entitled to refer the matter to a committee of the school's Senior Leadership (which committee shall include the Head of the College and may be constituted specifically for considering such matter), which committee shall be entitled to make such recommendations or take such action as the committee may deem appropriate in the circumstances, which may, in appropriate circumstances, include banning the offending parent, spectator, coach or match official from attendance or participation at all HeronBridge co-curricular events for a period not exceeding one school term.
- 6.7.3. Please also remember that the HeronBridge College campus and Sports Complex are ALCOHOL AND SMOKE FREE zones, and the consumption of alcohol by parents / spectators is strictly forbidden.

7. 1st Team scarf policy

7.1 Athletics

- 7.1.1 To be eligible for a 1st team scarf an athlete must have been part of the team for 3 consecutive years as well as be in Grade 11 or 12.

7.1. Cricket

- 7.1.1. To be eligible for a 1st team scarf for cricket a player must play four games (same as their cap).
- 7.1.2. They must currently be playing for the first team.

7.2. Debating

- 7.2.1. Senior team member debating up to and including the SACEE championships are eligible for a 1st team scarf.

7.3. Equestrian

- 7.3.1. To be eligible for a 1st team scarf a rider must have been part of the team for 3 consecutive years as well as be in Grade 11 or 12.

7.4. Hockey, Netball, Rugby, Volleyball, Tennis

- 7.4.1. To be eligible for a 1st team scarf the player must play four games.
- 7.4.2. They must currently be playing for the 1st Team / A Team.

7.5. Major Production

- 7.5.1. To be eligible for a 1st team scarf player must have a Lead role in the production.
- 7.6. Public speaking
 - 7.6.1. To be eligible for a 1st team scarf a Public speaker must have been part of the team for 3 consecutive years as well as be in Grade 11 or 12.
- 7.7. Swimming
 - 7.7.1. To be eligible for a 1st team scarf the player must have competed in 4 galas
 - 7.7.2. Must be in Grade 11 or 12
 - 7.7.3. Must be in the A Team.
 - 7.7.4. Or have won a medal at Prestige.
- 7.9 Vocal ensemble
 - 7.9.1 To be eligible for a 1st team scarf the singer must have been part of the team for 3 consecutive years as well as in Grade 11 or 12

A 1st team scarf can be taken away should the pupil bring the sport / cultural activity into disrepute.

8. Dress Code

- 8.1. General Dress Code
 - 8.1.1. Practice
 - 8.1.1.1. ladies – HBC top (tour, festival), shorts, shoes (slops / takkies), HBC peak cap
 - 8.1.1.2. men - HBC top (tour, festival), shorts, shoes (slops / takkies), HBC peak cap
 - 8.1.2. Matches
 - 8.1.2.1. ladies– HBC top (blue), smart casual pants (beige or champagne), closed shoes, HBC peak cap (optional)
 - 8.1.2.2. men - HBC top (blue), beige or champagne chinos, closed shoes, HBC peak cap (optional)
 - 8.1.2.3. Unless you are required to ref / umpire, then practice kit is acceptable with the HBC tracksuit.
 - 8.1.3. Dress code for learners
 - 8.1.3.1. Practice (sport specific)
 - 8.1.3.1.1. HBC shorts and top (house shirt is acceptable), sports shoes, HBC peak cap
 - 8.1.3.1.2. Obviously certain sports do differ and the TIC will let you know what is acceptable or not.
 - 8.1.4. Matches (sport specific)
 - 8.1.4.1. 1st team uniform – Full winter uniform (change at venue)
 - 8.1.4.2. Rest just wear sports uniform with blazer
 - 8.1.4.3. TIC will let you know what is appropriate
- 8.2. Cricket
 - 8.2.1. Dress code for Staff

8.2.1.1. Practices

HBC top (staff, tour, festival), sport shorts (preferably blue), shoes (running shoes, no slaps), HBC peak cap/wide brimmed hat

8.2.1.2. Matches

HBC top (blue), beige or champagne chinos, closed shoes (running shoes or smart), HBC peak cap/wide brimmed hat

8.2.2. Dress code for learners

8.2.2.1. Practice

HBC shorts and cricket top (house shirt is acceptable), running shoes and cricket spikes (no slaps), HBC peak cap/wide brimmed hat/baggy cap (1st Team only)

8.2.2.2. Matches

- i) 1st Team Only: Blazer, white long pants, cricket shirt (team specific), running shoes and cricket spikes (no slaps), HBC shorts and HBC peak cap/wide brimmed hat/baggy cap.
- ii) All teams must arrive at matches in Blazer, HBC shorts, team shirt, running shoes and socks (no spikes or slaps), white longs are brought in their bag.

8.3. Swimming

8.3.1. Dress Code for Staff

8.3.1.1. Practice

8.3.1.1.1. ladies – HBC top (tour, festival), shorts, shoes (slaps / takkies), HBC peak cap

8.3.1.1.2. men - HBC top (tour, festival), shorts, shoes (slaps / takkies), HBC peak cap

8.3.1.2. Matches

8.3.1.2.1. ladies – HBC top (blue), smart casual pants (beige or champagne), closed shoes, HBC peak cap (optional)

8.3.1.2.2. men - HBC top (blue), beige or champagne chinos, closed shoes, HBC peak cap (optional)

8.3.2. Dress code for learners

8.3.2.1. Practice

8.3.2.1.1. School swimming costume

8.3.2.1.2. HBC shorts and top (house shirt is acceptable), HBC peak cap, white slaps.

8.3.2.1.3. Leave the pool area dressed, in 10.3.2.1.2. – no towel

8.3.2.2. Matches

8.3.2.2.1. HBC shorts and top, blazer, HBC peak cap, white slaps, over school swimming costume

8.3.2.2.2. Leave pool area as arrived – no towel.